

6 June 1974

MEMORANDUM FOR: Senior Training Officer DDI
SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 26 July for the Seminar for New Managers at Kings Point, 22 September - 11 October 1974.
2. The Agency has one space reserved for this seminar. (DDI requested three spaces.)
3. Please submit six copies of all nomination papers for your candidates--an up-to-date bio profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

25X1A

**Executive Secretary
Training Selection Board**

25X1A

ES-TS

6 June 1974

MEMORANDUM FOR: Senior Training Officer DDM&S
SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 26 July for the Seminar for New Managers at Kings Point, 22 September - 11 October 1974.
2. The Agency has one space reserved for this seminar. (DDM&S requested two spaces.)
3. Please submit six copies of all nomination papers for your candidates--an up-to-date bio profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

[REDACTED]
Executive Secretary
Training Selection Board

25X1A

25X1A

ES-TSB [REDACTED] maq

Distribution:

Orig - Adse
2 - ES-TSB

6 June 1974

MEMORANDUM FOR: Senior Training Officer DDS&T
SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 26 July for the Seminar for New Managers at Kings Point, 22 September - 11 October 1974.
2. The Agency has one space reserved for this seminar. (DDS&T requested three spaces.)
3. Please submit six copies of all nomination papers for your candidates--an up-to-date bio profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

25X1A

[REDACTED]

DISTRIBUTION:
Orig - Adse
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[REDACTED]
Executive Secretary
Training Selection Board

25X1A

NOMINATION FOR INTERAGENCY TRAINING

COURSE	1. Course title Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160017-8	2. Cost \$ 1125
	3. Agency offering course Civil Service Commission	4. Dates of course 11 August - 31 August 1974
	5. Location of course (City, State) Kings Point, New York	

25X1A NOMINEE	6. Name (First) (Initial) (Last) (Mr., Miss, Mrs.) [Redacted]	7. Position title Administrative Officer Branch Chief
	8. [Redacted]	9. Pay plan and grade GS-13
	10. Office telephone (including Area Code) 202 - 351-1100	11. Enter here special information required by the course announcement Assigned to managerial position: April 1974

AGENCY	12. Billing address (including ZIP Code) Registrar, Office of Training Central Intelligence Agency Washington, D.C. 20505	13. Approving official (signature and title) [Redacted]	25X1A
		14. Date 9 July 1974	15. Telephone (including Area Code) 202 - 351-2193
	16. Return address of nominating agency (including ZIP Code) [Redacted] ←		

**Registrar, Office of Training
Central Intelligence Agency
Washington, D.C. 20505**

FOR USE BY AGENCY OFFERING TRAINING—DO NOT FILL IN THIS PART		
ACTION	17. Nominee is: <input type="checkbox"/> Selected as nominated <input type="checkbox"/> Selected for alternative dates (see Remarks) <input type="checkbox"/> Not selected (see Remarks)	18. Remarks
	19. First session of class meets	

INSTRUCTIONS TO NOMINATING AGENCY

1. Observe the Nominating Criteria and Special Instructions in Course Announcement or Bulletin before completing this form.
2. All requested information, Items 1 through 16, must be furnished. Use typewriter to complete form.
3. Submit the original and the first three copies (do not remove carbons) to the agency offering the training. See Course Announcement or Bulletin for correct address. The agency submitting the nomination may retain the additional two copies.
4. A copy of this form will be returned by the agency sponsoring the training, indicating the action taken on the nomination in the ACTION block.

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Executive Secretary
Training Selection Board 1036 CofC Bldg

EXTENSION

NO.

DATE

28 June 1974

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

RECEIVED

FORWARDED

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Dr. Karl H. Weber
6 F 20 HQS

7/10/1974

Attached for your consideration
are two nominations for the
Seminar for New Managers at Kings
Point, 11 August - 31 August 1974:GS-13, IAS
GS-13, OC

2.

3.

25X1A

4.

5.

6.

7.

25X1A

8.

9. Executive Secretary
Training Selection Board
1036 CofC Bldg

10.

11.

12.

13.

14.

15.

The Agency has one space reserved
for this seminar.Please return these papers to
me indicating your ranking of the
candidates.

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:	EXTENSION	NO.	
		DATE	
TO: (Officer designation, room number, and building)	RECEIVED	FORWARDED	OFFICER'S INITIALS
	Executive Secretary Training Selection Board 1036 CofC Bldg		
			DATE 28 June 1974
1. Chairman Training Selection Board	6/28	1	<i>✓</i>
2.			
3.			25X1A
4.			
5.			
6.			
7.		25X1A	
8. Executive Secretary Training Selection Board 1035 CofC Bldg			
9.			<i>Note</i>
10.			
11.			
12.			
13.			
14.			
15.			

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

Attached for your consideration
are two nominations for the
Seminar for New Managers at Kings
Point, 11 August - 31 August 1974:


GS-13, IAS
GS-13, OC

The Agency has one space reserved
for this seminar.

Please return these papers to
me indicating your ranking of the
candidates.

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:	EXTENSION	NO.
Executive Secretary Training Selection Board 1036 CofC Bldg	2193	DATE 28 June 1974
TO: (Officer designation, room number, and building)	DATE	OFFICER'S INITIALS
	RECEIVED	FORWARDED
1. [REDACTED] 2 F 20 HQS	1 JUL 1974	July 74 OK
2.		
3.		25X1A
4.		
5.		
6.		
7.		
8.		25X1A
9. Executive Secretary Training Selection Board 1036 CofC Bldg		
10.		
11.		
12.		
13.		
14.		
15.		

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

Attached for your consideration
are two nominations for the
Seminar for New Managers at Kings
Point, 11 August - 31 August 1974:

[REDACTED]
5-13, IAS
5-13, OC

The Agency has one space reserved
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Please return these papers to
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candidates.

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:	EXTENSION	NO.	DATE	
			RECEIVED	FORWARDED
Executive Secretary Training Selection Board 1036 CofC Bldg	2193		28 June 1974	
TO: (Officer designation, room number, and building)	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)		
1. [REDACTED]	1 JUL 1974	1/7 JAS	Attached for your consideration are two nominations for the Seminar for New Managers at Kings Point, 11 August - 31 August 1974:	
2. [REDACTED] A/DDO/TRO)			[REDACTED] GS-13, IAS [REDACTED] GS-13, OC	
3.		25X1A	The Agency has one space reserved for this seminar.	
4.			Please return these papers to me indicating your ranking of the candidates.	
5.				
6.				
7.				
8. Executive Secretary Training Selection Board 1036 CofC Bldg		25X1A		
9.				
10.				
11.				
12.				
13.				
14.				
15.				

UNCLASSIFIED

INTERNAL
USE ONLY

CONFIDENTIAL

SECRET

For Release 2000/06/13 : CIA-RDP78-04202A000200160017-8

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:		EXTENSION	NO.
Executive Secretary Training Selection Board 1036 CofC Bldg		2193	DATE 28 June 1974
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
	RECEIVED	FORWARDED	
1. Mr. Fred W. Janney 5 E 56 HQS	2 JUL 1974		<i>J/W/J</i>
2.			
3.		25X1A	
4.			
5.			
6.		25X1A	
7.			
8. Executive Secretary Training Selection Board 1036 CofC Bldg			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

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